

GOVERNOR'S WATER/WASTEWATER WORKS ADVISORY BOARD

**Minutes of the August 30-31, 2016 Meeting held room 104 of the Atwood Building,
550 W. 7th Ave., Anchorage, Alaska.**

Attendees: Mark Buggins, Board Chairman
Mike Pollen, Board Recorder
Jana Littlewood, Board Member
Paul Trissel, Board Member
Richard Steckel, Board Member
Ben Stacy, Board Member
Bill Justice, Board Member
Tammy Helms, Board Member

ADEC Staff: Carrie Bohan, ADEC Operations Assistance Program, Manager
Ken Smith, ADEC Operations Assistance Program
Martin Suzuki, ADEC Operations Assistance Program
Dan DeSloover, ADEC Operations Assistance Program

Other Attendees, August 30, 2016:

Helen Cole, Victoria Estates HOA
Ann Dimmicki, Victoria Estates HOA
Jolin Oksness, ConocoPhillips
Brad Thomas, ConocoPhillips
Greg Jones, PE, GV Jones & Associates, Inc.
Dennis Moeglein (Moegy), KPBSD
Bill Kranich, PE, Northern Utility Services (NUS)
Dave Kranich, NUS

Attending by Teleconference, August 30, 2016:

Shawn Stokes, Trident Seafoods
Darin Gene, Copper River Basin Regional Housing Authority
Johnny Dye, Copper River Native Association (CRNA)
Bobby Kristovich, CRNA
Elton Jackson, CRNA
James Jenson, Matsu Borough O&M Division Manager

Other Attendees, August 31, 2016:

Helen Cole, Victoria Estates HOA
Ann Dimmicki, Victoria Estates HOA

Attending by Teleconference, August 31, 2016:

JR Pearson, Deputy Director of Public Utilities, City of Unalaska
Dan Winters, Wastewater Supervisor, City of Unalaska
Dee Montier-Burke, WWTP Lab Manager, City of Unalaska

August 30, 2016, 8:30 AM

Chairman Mark Buggins convened the meeting at 8:30 AM. Board, staff and visitor introductions were made and a sign in sheet was circulated.

APPROVAL OF THE AGENDA: Paul Trissel moved and Carrie Bohan seconded approval of the agenda. It was noted that some of the agenda items will be rescheduled during the meeting as required to accommodate people planning on attending in person or by conference call. The motion was approved unanimously.

REVIEW AND APPROVAL OF MINUTES OF OCTOBER 29-30, 2013 BOARD MEETING

Approval of the March 9-11, 2015 Minutes: Jana Littlewood moved and Carrie Bohan seconded approval of the minutes. The following typographical correction was proposed [page 1, Brett **Jokela**]. The Board approved the corrected minutes by unanimous vote.

AGENDA ITEMS:

Lower Kuskokwim School District (LKSD) Alternate Method of System Supervision (AMOSS) Plan Update: Ken Smith provided an update on the LKSD AMOSS plan, which was approved February 2010. A 2016 annual report from Jeff Harris, AMOSS operator for LKSD, was reviewed and discussed. LKSD is continuing their efforts at providing training and examination opportunities for their operators to continue to advance their operations staff certificate levels.

ADEC staff presented a spreadsheet showing the compliance status of the LKSD systems, which shows that they are continuing to make progress on their AMOSS plan.

Jana Littlewood moved and Paul Trissel seconded that the LKSD AMOSS plan report be accepted and to recommend that the AMOSS plan be continued. The motion passed unanimously.

Anchorage Well and Pump Service (AWPS) AMOSS Plans:

Dan DeSloover provided a review of the AWPS contract operations AMOSS plan for Victoria Estates. Helen Cole of Victoria Estates Homeowners Association provided some positive input on how the AWPS service is working for their public water system. Jana Littlewood also provided some details on the proposed modification of this AMOSS plan.

Paul Trissel moved and Richard Steckel second approval of the AWPS AMOSS plan. Jana Littlewood abstained and the motion was otherwise passed unanimously.

ConocoPhillips Kenai LNG AMOSS Plan: Jolin Oksness & Brad Thomas, representatives from ConocoPhillips, introduced themselves to present and answer questions regarding a proposed AMOSS plan for the ConocoPhillips Kenai LNG facility water treatment plant (WTP). Ken Smith provided some background information on the proposed AMOSS plan. This facility is currently a level 2 WTP, but is likely to be reclassified as a level 1 by the end of this year. A number of their operators should also have sufficient hours to advance their Provisional Level WTP Operator certificates to Level 1 WTP Operator by the end of this year. The AMOSS plan duration is through December 2016. Rick Wood, WTP Operator 2, will be the on call contract supervising operator during the period of the AMOSS plan.

Mike Pollen moved and Paul Trissel seconded a motion to recommend approval of the ConocoPhillips Kenai LNG WTP AMOSS plan. The motion passed unanimously.

Trident Seafoods Akutan AMOSS Plan: Shawn Stokes with Trident Seafoods attended by teleconference and Greg Jones, PE, attended in person to present and answer questions about the proposed AMOSS plant for the Akutan Shore Plant wastewater treatment facility (WWTF), which serves up to 1,400 people during their peak processing season. This WWTF is comprised of seven 15,000-gpd extended aeration package wastewater treatment plants that operate in parallel. They have two full time operators, but who lack certification. Oversight is provided by four members of the Trident Seafoods engineering staff. Other resources include Ken McHugh, a Level 2 WWT certified operator, who manages the HR Department of the Akutan Shore Plant. Shawn Stokes, the Environmental Affairs Director for Trident with oversight of the proposed AMOSS plan, recently passed his Level 4 WWT exam.

A detailed training plan for the primary operators is proposed in the AMOSS plan, and several of the engineering and EH&S staff who have WWT experience will also take the Level 1 WWT exams.

Mike Pollen moved and Ben Stacy seconded a motion to recommend approval of the Trident Seafoods Akutan WWTP AMOSS Plan for 6 months with a progress report due to ADEC staff by March 1, 2017. The motion passed unanimously.

Copper River Native Association (CRNA) Tazlina Health Clinic AMOSS Plan: The following people joined the meeting by teleconference for this discussion: Darin Gene (CRBRHA), and Johnny Dye, Bobby Kristovich, & Elton Jackson (CRNA). Ken Smith provided an overview of the proposed Tazlina Health Clinic WTP AMOSS plan. Carrie Bohan noted that the contract for the AMOSS supervising operator is only through July 1, 2017. The Board had a number of questions about the water treatment process and the associated equipment. The Board recommended that a process flow diagram and more complete description of the treatment process be provided. Mike Pollen moved and

Richard Steckel seconded a motion to table action on this plan until tomorrow to allow the proposers to forward the requested information for the Board to consider.

Kenai Peninsula Borough School District (KPBSD) AMOSS Plan Update: Dennis Moeglein attended the meeting and provided an update on the KPBSD AMOSS plan and on proposed changes to the KPBSD AMOSS plan, which was initially approved October 30, 2013. The proposed changes are to add the Moose Pass School water system to the plan and to reduce the frequency of visits to the Level 1 WTPs from weekly to twice per month. Moegy demonstrated an online SCADA and camera system at some of the facilities so equipped. Mark Buggins and Richard Steckel recommended that a communications failure alarm function should be added to the remote monitoring systems. There was also some discussion on having a custodian or other school staff member available to do a walk through inspection of the treatment systems at some regular interval or on request from one of the certified operators.

Mike Pollen moved and Paul Trissel seconded that the KPBSD AMOSS plan report be accepted and to recommend that the existing AMOSS plan be continued with the proposed addition of Moose Pass School with a site visit frequency of once per week. The motion was approved with a vote of six for and one against.

Lunch Break, 1:20 – 2:30 PM

Northern Utility Services (NUS) AMOSS Plans: Dan DeSloover provided an update on two new proposed NUS AMOSS plans. Dave Kranich and Bill Kranich attended the meeting to provide information on the following plans:

- Southwood Manor MHP AMOSS plan (Level 2 water treatment system, Level 1 water distribution system)
- Three Bears Store #80 AMOSS plan (Level 1 water treatment system)

Hezekiah Holland, iA3, Inc., IT vendor for NUS provided a demonstration of the NUS SCADA system monitoring the Southwood WTP. After Board discussion of both plans, Richard Steckel moved and Carrie Bohan seconded a motion to recommend approval of both AMOSS plans as submitted.

Talkeetna AMOSS Plan: Martin Suzuki provided a description of the proposed AMOSS for Talkeetna. Jim Jenson, Matanuska-Susitna Borough Operations and Maintenance Division Manager attended the meeting by teleconference to discuss the plan. The Board discussed the plan and a number of questions were answered by Mr. Jenson.

Mike Pollen moved and Jana Littlewood seconded a motion to approve the proposed AMOSS plan. The motion passed unanimously.

Anchorage Well and Pump Service (AWPS) AMOSS Plans (Continued): Dan DeSloover provided some background for two AWPS proposed AMOSS plans. Jana Littlewood provided a description of the features and the AMOSS proposals for the following systems:

- Mayflower Circle Park AMOSS plan (Level 1 water distribution system)
- Equestrian Acres AMOSS plan (Level 1 water treatment system)

After some Board discussion, Carrie Bohan moved and Paul Trissel seconded a motion to approve the proposed AMOSS plan. The motion passed with one abstention from Jana Littlewood.

Contract Operator Administration and Operations Review: Dan DeSloover led a discussion of the status of administration of contract operations by ADEC. The guidelines for approval of a contract operator for small treated and small untreated systems were reviewed. Also, an annual summary of the status of Berberich, AWPS, and NUS contract operations services were presented.

Motion to Adjourn: Richard Steckel moved and Mike Pollen seconded a motion to adjourn for the day. The motion was approved and the Board will reconvene at 8:00 AM on August 21, 2016.

August 31, 2016, 8:00 AM

Chairman Mark Buggins called the meeting to order at 8:06 AM.

DEPARTMENT UPDATES

Regulation Changes: Carrie Bohan provided an update on the status of the revisions to 18 AAC 74, which are currently at the Department of Law for review.

Carrie also presented awards to the following individuals:

- Martin Suzuki: For his work on renumbering the regulation draft an award was presented “In recognition of your efforts to further the cause of the Arabic Numeral Society.”
- Ken Smith: For 25 years of dedicated service to the water and wastewater operators of Alaska he was presented the “Open Commode Award.”

The following major changes to the certification regulations were highlighted:

1. Conversion of the Roman Numeral numbering system to Arabic Numerals

2. Changed the way exams are administered (exams first, then applications for successful exam takers)
3. New fees
4. Recognize systems using UV to meet pathogen inactivation requirements as more complex than systems using UV to simply augment general disinfection
5. Changes to system classification points
6. Defining chlorination of GW systems as WT rather than WD
7. Clarification that an operator certificated to the level of the system must always be available
8. Define the required response time for an operator certified at the level of the system to be onsite (1 hour WT/WD/WWC/WWT, 3 hours ST/SU)
9. Allow utilities to determine shifts, and define certification requirements for shifts
10. Expand disciplinary options (revocation, suspension, letters of reprimand)
11. Explicitly require written exams
12. Codify core/noncore requirements
13. Extend renewal fee payment period to 365 days
14. Tighten up schedules for requests for review of Department decisions
15. Interim Department approval of AMOSS plans

Carrie also provided a summary of comments received on the proposed regulations during the public comment period. (See August 30-31, 2016 GWWAB Book, pages 245-247 for a summary of the comments received.)

Carrie also noted that 18 AAC 74.010(b)(1)(B) was modified to read” “. . . is the shift in which operational decisions are made **and may be implemented**,” and modified 18 AAC 74.010(b)(2)(B) to read “. . . is **a** shift in which operational decisions made during the primary shift may be implemented,” in order to clarify that operational decisions made during the primary shift are allowed to be implemented during a primary shift.

Additional tasks necessary for implementation of the updated regulations include:

- Updates to web pages

- Notification to operators and system owners
- System classification activities
- Dial in procedural changes surrounding new exam process
- Changes to forms & fees
- Changes to the Operator Certification database, including updating a new Operator Profile

PUBLIC COMMENT ON NON-AGENDA ITEMS:

Helen Cole, Victoria Estates HOA, commented on the challenges facing small systems to comply with the ADEC regulations, particularly small privately owned small systems that do not have access to State and Federal resources through various grant programs. She described the difficulties they had in trying to access their system data and to understand the workings of their AMOSS plan. She also described a challenge they had with DOT when a road was proposed to be constructed in the vicinity of their well. They are currently served by AWPS as a contract operated system. She also described a sanitary survey done by ADEC that had numerous inaccuracies and that she said did not properly identify a number of potential mechanical and public health issues with their water system. They have now secured a loan through USDA to upgrade the water system and have raised their water rates to cover the loan costs.

Ann Dimmicki, Victoria Estates HOA, provided further comment on the challenges faced by small systems, particularly by concerned homeowners that are involved in their HOA. Both Ann and Helen requested that more communications with the smaller systems would be helpful.

CONTINUED AGENDA ITEMS:

City of Unalaska Wastewater Laboratory/Operations Experience – Request for a Review of a Department Decision: Ken Smith provided an overview of the communications with the City of Unalaska, which operates a dedicated wastewater laboratory in conjunction with their new class 2 WWTP.

JR Pearson, Deputy Director of Public Utilities, Dan Winters, Wastewater supervisor, and Dee Montier-Burke, WWTP Laboratory Manager, City of Unalaska joined the meeting by teleconference at 9:45 AM. Ms. Montier-Burke described her work as the lab manager as being the equivalent of wastewater operations due to the complexities of their new chemically enhanced primary treatment process. The Board discussed the possible

apportionment of her WWTP operations time versus laboratory operations time to allow for a higher percentage of experience that could be attributed to the operations time.

Paul Trissel moved and Richard Steckel seconded that the Board recommend that ADEC consider accepting 40% of Ms. Montier-Burke's work as operations time and 60% as laboratory time in counting total experience toward WWTP operator certification. The motion passed unanimously.

BOARD/DEPARTMENT POLICIES REVIEW:

Martin Suzuki presented a summary of the following Board Policies that will need to be reviewed, modified, or rescinded with implementation of the new regulations:

- 2010-01: Continuing Education Unit (CEU) Training – proposed to be updated to a new 2016-01, modifying the introduction and striking sections C, D, and E (see pages 237-239 of the August 30-31, 2016 GWWAB Book). Jana Littlewood moved and Mike Pollen seconded that the proposed revisions to 2016-01 be adopted, effective the date that the new regulations (18 AAC 74) are adopted by the State of Alaska. The motion passed unanimously.
- 2010-02: Continuing Education for Certificate Renewal – Carry Bohan moved and Jana Littlewood seconded a motion to rescind Policy 2010-02 effective the date that the new regulations (18 AAC 74) are adopted by the State of Alaska. The motion passed unanimously.
- 2010-03: Continuing Education for Wastewater Stabilization Pond (WWSP) Operator Certificate Renewal – Bill Justice moved and Ben Stacy seconded a motion to rescind Policy 2010-03 effective the date that the new regulations (18 AAC 74) are adopted by the State of Alaska. The motion passed unanimously.
- 2009-10: Renewal of Lapsed Certificates for Operators Returning from Active Duty Deployment in the Armed Services – the Board discussed this policy and decided to recommend a revision in which operators returning from active service would have a one year grace period on license renewal fees after a certificate had lapsed while they were deployed. Staff will prepare a draft revision for Board consideration.

Operator Certification Requirements for Consecutive Public Water Systems: Ken Smith provided an overview of the issue where consecutive water systems do or do not provide additional treatment. The Board concurred with the recommendations (see page 241 of the August 30-31, 2016 GWWAB Book).

DEPARTMENT UPDATES, CONTINUED:

Online Operator Profiles: Ken Smith did a presentation on screen of how the new water and wastewater operator database of operator profiles works. The new database will be able to make an initial determination of eligibility for different certification fields and levels based on the information operators provide and that has been added to their records. Operators will be able to access their records through their “myAlaska” account. Operators will also be able to apply for exams, certificate renewal, and new certificates through their profile.

Exam Results – Martin Suzuki presented the ABC certification exam results for the period February 2015 through July 2016. The number of operators taking written exams during the Spring and Fall exam cycles continues to decline while the number of operators taking online exams continues to increase.

ABC Exam Development – Ken Smith provided an update on ABC’s program to revise and update the national exams. Ben Stacy has been involved with one of the advisory committees for this process, and Mike Pollen, Tim Anderson, and Martin Suzuki will participate on reviewing revisions to the needs-to-know criteria for water and wastewater operators. Ben Stacy described his participation on the committee that was working on exam question development to update the pool of questions. The goal of this process is to develop new ABC standardized exams in 2017 for pilot testing. Reference sources will be provided for exam questions. Also, there will be no regulatory questions on the new exams.

Certification Regulation Enforcement – Dan DeSloover provided an update on the status of mostly small systems that are chronically out of compliance with the certification regulations. Dan described how they worked on six of the “worst” systems to begin a process of trying to bring them into compliance. Notices of Violation (NOVs) were issued to these systems, with varying responses including coming into compliance, hiring contract operators, and death of the system manager as a response to the NOVs.

System Specific Training – Ken Smith provided an update on the status of the system specific training program that will be used as a compliance tool mainly for small, rural systems that are chronically out of compliance due to inability of the system operators to pass a standardized exam.

Fluoridation – Carrie Bohan described efforts underway to address certification requirements for water systems that fluoridate or that wish to. Bill Justice also added to the discussion from his perspective with the Public Health Service. There was general concurrence that fluoridating without the supervision of a properly certified operator is not consistent with good operational practices.

Budget Update – Carrie Bohan provided an update on the Operator Certification Program budget history and current status. She noted that the operation of this department is no longer dependent on State of Alaska general funds. Program receipts are projected to increase with the new exam and licensing fees that will be implemented with the new operator certification regulations. See page 256 of the August 30-31, 2016 GWWAB Book for details on the budget history and projections for the next fiscal year.

ADJOURNMENT

It was moved, seconded, and approved that the meeting be adjourned at 1:00 PM.